



Wes Moore, Governor
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Funding Opportunity Announcement (FOA) Commercial & Community Buildings Grant Program

Type of Program:	Competitive
Target Audience:	State and Montgomery County Building Energy Performance Standards (BEPS) covered buildings, large and small commercial buildings with for-profit and non-profit building owners, county and municipal governments, and Maryland's Local Education Agencies (LEAs), the Maryland School for the Blind, and the Maryland School for the Deaf
Program Webpage:	FY27 Program Webpage URL
Issue Date:	09/09/2026
Modification Date:	09/28/2026
Application Deadline:	3:00 PM Eastern Time December 9, 2026 - My MEA Portal
Application Submission through My MEA:	MEA.maryland.gov
Anticipated Notification of Grant Award or Non-Award:	Spring 2027

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1. **Program Purpose:**

The Maryland Energy Administration (“MEA”) Commercial & Community Buildings Grant Program’s intent is to facilitate building decarbonization through energy efficiency upgrades, electrification, and renewable energy development and storage across commercial buildings in Maryland. Eligible building types may include State and Montgomery County BEPS-covered buildings, commercial buildings, non-profits, local education agencies (LEAs), and local government buildings. This program aims to accelerate greenhouse gas emissions reductions, lower energy costs, and facilitate robust clean energy and economic development.

2. **Type of Grant Program:**

This grant program is offered statewide on a competitive basis.

3. **Application Deadline:**

3:00 PM Eastern Time December 9, 2026.

4. **Program Description:**

This competitive program provides grant funding for implementation projects that improve building energy performance and reduce onsite emissions. Eligible upgrades include building energy efficiency, electrification, and renewable energy generation and storage technologies. Funding is available to commercial entities, LEAs, non-profits, and local governments for projects that result in quantifiable greenhouse gas emissions reductions.

5. **General Provisions:**

MEA will enter a grant agreement with the grantee that includes standard requirements referred to as “General Provisions”. MEA provides a copy of these provisions (“General Provisions v3 4.09.26”) on the [website](#)¹, and is provided as Attachment A to this FOA.

6. **Law and Regulations:**

MEA grant programs funded by the Strategic Energy Investment Fund (SEIF) are subject to section 9-20B-05 of the State Government article and the regulations found in COMAR 14.26.02. To access these regulations, click [here](#)² and use the sidebar “Regulations by Title” to navigate to: 14 - Independent Agencies → 26 -

¹ <https://energy.maryland.gov/pages/default.aspx>

² dsd.maryland.gov/Pages/COMARSearch.aspx

MARYLAND ENERGY ADMINISTRATION → 02 - Maryland Strategic Energy Investment Program.

7. **Eligible Audiences:**

The program consists of three General Project Tracks and two Statutory Project Tracks. Applicants should apply to the track that best matches their proposed project. Please review carefully to distinguish between each track.

7.1. **General Project Tracks:**

For energy efficiency, electrification, and solar photovoltaic (PV) projects. Eligible applicants include:

7.1.1. **Track 1: Commercial Buildings**

- 7.1.1.1. Non-profits
- 7.1.1.2. Multifamily buildings
- 7.1.1.3. Community-serving organizations
- 7.1.1.4. Commercial buildings, including [State](#) and [Montgomery County](#) BEPS-covered and exempt buildings

7.1.2. **Track 2: Local Governments**

- 7.1.2.1. Counties, Cities, and Towns
- 7.1.2.2. [State](#) and [Montgomery County](#) BEPS-covered buildings

7.1.3. **Track 3: Local Education Agencies (LEAs)**

- 7.1.3.1. Public K-12 educational facilities
- 7.1.3.2. [State](#) and [Montgomery County](#) BEPS-covered administrative buildings

7.2. **Statutory Project Tracks:**

The following project types are administered as separate funding tracks to comply with statutory requirements. Applicants proposing these project types should apply under the applicable statutory track with a unique application submission, regardless of whether they are otherwise eligible under one of the General Project Tracks.

7.2.1. **Track 4: Mechanical Insulation**

Chapter 577 of the 2022 Laws of Maryland establishes a grant for mechanical insulation installation projects. Eligible applicants include:

- 7.2.1.1. Commercial buildings
- 7.2.1.2. Local governments
- 7.2.1.3. LEAs

7.2.2. **Track 5: Community Resilience**

Chapters 734 and 735 of the 2022 Laws of Maryland establish grants for microgrid or resilience hub projects. Eligible applicants include:

- 7.2.2.1. Non-profits
- 7.2.2.2. Local governments
- 7.2.2.3. LEAs

8. **Anticipated Program Budget:**

MEA anticipates up to \$103,949,085 will be available from the Strategic Energy Investment Fund (“SEIF”) for grants awarded under this Program. The total amount awarded may be more or less, depending on the funding sources, the amount available and restrictions on each funding source, and the number and quality of applications received.

8.1. The initial budget is anticipated to be:

- 8.1.1. **Track 1.** Commercial Buildings - \$48,049,085
- 8.1.2. **Track 2.** Local Government Buildings - \$18,000,000
- 8.1.3. **Track 3.** LEAs - \$33,000,000
- 8.1.4. **Track 4.** Mechanical Insulation - \$400,000
- 8.1.5. **Track 5.** Community Resilience - \$4,500,000
- 8.1.6. The initial budgets by Sector may be more or less, depending on the funding sources, the amount available and restrictions on each funding source, and the number and quality of applications received.
- 8.1.7. See Section 10 “Eligible Activities” and Sections 12-14 “Minimum Eligibility Requirements” below for the allowable uses of funding and restrictions on funding.

9. **Grant Amount:**

Regardless of the calculated total grant amount, grant funds are disbursed as reimbursements in arrears and will be limited to eligible expenses with supporting evidence, such as receipts and invoices.

9.1. Billing is in arrears and grant funds will be disbursed based on the

payment schedule and the demonstration of completed milestones as stated in the Grant Agreement.

- 9.2. Funding is determined by a proposed project's lifetime MTCO₂e reduction as described below by project type. Eligible activities are listed below in Section 10.

9.3. Track 1 - Commercial Buildings

Commercial Buildings	Electrification	Energy Efficiency	BEPS Bonus*
Lifetime MTCO ₂ e Reduced (200 - 2,499)	\$300	\$300	\$50
Lifetime MTCO ₂ e Reduced (2,500 - 4,999)	\$350	\$350	\$50
Lifetime MTCO ₂ e Reduced (5,000+)	\$400	\$400	\$50
Minimum Grant Amount	\$50,000	\$50,000	
Maximum Grant Amount	\$2,500,000	\$2,500,000	
Total Project % Cap	65%	65%	

Non-Profits Only (Solar)	Solar I (Direct Ownership*)	Solar II (Third-Party Owned*)	BEPS Bonus*
Groundmount & Rooftop Installations	\$3,000/kW	\$600/kW	\$50/kW
Solar Canopy Installations	\$3,500/kW	\$750/kW	\$50/kW
Minimum Grant Amount	\$50,000	\$50,000	
Maximum Grant Amount	\$1,000,000	\$1,000,000	
Total Project % Cap	65%	65%	

- 9.3.1. ***BEPS Bonus:** Projects located at [State](#) or [Montgomery County](#) BEPS-covered buildings are eligible for an additional \$50/Lifetime MTCO₂e Reduced or \$50/kW, as applicable, to the proposed project type.
- 9.3.2. ***Direct Owned:** Solar system will be purchased and owned by the applicant.

- 9.3.3. ***Third-Party Owned:** Solar system will be purchased and owned by a third-party owner. To be eligible, the system must be net metered.

9.4. Track 2 - Local Government Buildings

Local Government Buildings	Electrification	Energy Efficiency
Lifetime MTCO ₂ e Reduced (200 - 2,499)	\$400	\$400
Lifetime MTCO ₂ e Reduced (2,500 - 4,999)	\$450	\$450
Lifetime MTCO ₂ e Reduced (5,000+)	\$500	\$500
Minimum Grant Amount	\$50,000	\$50,000
Maximum Grant Amount	\$3,000,000	\$3,000,000
Total Project % Cap	80%	80%

Local Government Buildings (Solar)	Solar I (Direct Ownership*)	Solar II (Third-Party Owned*)
Groundmount & Rooftop Installations	\$3,000/kW	\$600/kW
Solar Canopy Installations	\$3,500/kW	\$750/kW
Minimum Grant Amount	\$50,000	\$50,000
Maximum Grant Amount	\$1,000,000	\$1,000,000
Total Project % Cap	80%	80%

9.5. Track 3 - Local Education Agencies (LEAs)

Local Education Agencies	Electrification	Energy Efficiency	ENOUGH Act / Overburdened Census Bonus*
Lifetime MTCO ₂ e Reduced (200 - 2,499)	\$450	\$450	\$50
Lifetime MTCO ₂ e Reduced (2,500 - 4,999)	\$500	\$500	\$50
Lifetime MTCO ₂ e Reduced (5,000+)	\$550	\$550	\$50
Minimum Grant Amount	\$50,000	\$50,000	
Maximum Grant Amount	\$3,000,000	\$3,000,000	
Total Project % Cap	90%	90%	

Local Education Agencies (Solar)	Solar I (Direct Ownership*)	Solar II (Third-Party Owned*)	ENOUGH Act / Overburdened Census Bonus*
Groundmount & Rooftop Installations	\$3,000/kW	\$600/kW	\$50/kW
Solar Canopy Installations	\$3,500/kW	\$750/kW	\$50/kW
Minimum Grant Amount	\$50,000	\$50,000	
Maximum Grant Amount	\$1,000,000	\$1,000,000	
Total Project % Cap	90%	90%	

- 9.5.1. ***ENOUGH Act/Overburdened Census Bonus:** Projects located at schools designated as eligible for Concentration of Poverty School Grant funding under the Maryland Excellence in Opportunity and Public School Safety (ENOUGH) Act or are located in a census tract designated as “overburdened” are eligible for an additional \$50/Lifetime MTCO₂e Reduced or \$50/kW, as applicable to the proposed project type.
- 9.5.2. **ENOUGH Act Eligibility:** Eligibility can be determined by checking the [ENOUGH: Community Eligibility](#) website.
- 9.5.3. **Overburdened Census Tract Eligibility:** Eligibility can be determined by checking the Maryland Department of Environment’s

[MDEnviroScreen Tool](#).

- 9.5.4. ***Direct Owned:** Solar system will be purchased and owned by the applicant.
- 9.5.5. ***Third-Party Owned:** Solar system will be purchased and owned by a third-party owner. To be eligible, the system must be net metered.

9.6. **Track 4 - Mechanical Insulation**

Mechanical Insulation	Funding (\$)
Minimum Grant Request	\$3,000
Maximum Grant Request	\$20,000
An individual grant award may not exceed the lesser of: (1) 30% of the total amount of qualified Project expenses paid or incurred by the applicant, or (2) \$20,000.	
MEA will only consider applications indicating a total project cost valued at no less than \$10,000.	
Multiple applications, each representing a distinct Project, can be submitted by a single entity, but the total value of Program award disbursements per entity are capped at \$50,000.	

- 9.7. **Track 5 - Community Resilience:** Individual grants will be up to the following maximum individual grant amounts, based on the project type.

Community Resilience – Microgrids	Microgrids
Minimum Grant Request	\$100,000
Maximum Grant Request	\$1,500,000
Total % Project Cap - Non-Profits, Government, LEAs	95%

- 9.7.1. **Microgrids:** Individual grants will be up to \$3,000 per kilowatt of direct current (“kW DC”) new solar PV capacity, plus a battery energy storage system, up to \$1,500,000. Portfolio projects that include multiple building sites are encouraged.

Community Resilience – Resilience Hubs	Resilience Hubs
Minimum Grant Request	\$100,000
Maximum Grant Request	\$2,000,000
Total % Project Cap - Non-Profits, Government, LEAs	95%

9.7.2. **Resilience Hubs:** Individual grants will be up to \$5,000 per kilowatt of direct current (“kW DC”) new solar PV capacity, plus a battery energy storage system, up to \$2,000,000. Portfolio projects that include multiple building sites are encouraged.

10. **Eligible Activities:** Funds must be used for physical construction activities, the purchase of materials or equipment, or any costs associated with project engineering and design as described in the application scope.

10.1. **Electrification Measures:** Projects upgrading from existing fossil fuel-powered equipment to efficient electric technology. Also known as fuel-switching.

10.1.1. **Eligible Building Types:** Commercial Buildings (Track 1), Local Governments (Track 2), LEAs (Track 3)

10.1.2. **Heating, Ventilation, Air Conditioning (HVAC) & Appliance Electrification:**

10.1.2.1. Air-source, water-source, or ground-source heat pumps

10.1.2.2. Heat pump water heaters

10.1.2.3. Heat pump dryers

10.1.2.4. [ENERGY STAR](#)-certified electric or induction cooktops and/or stoves

10.1.3. **In Tandem With Above Electrification Measures:**

10.1.3.1. Electric panel and wiring upgrades (electrical capacity)

10.1.3.2. Building controls and/or building automation systems

10.1.3.3. Insulation and/or air sealing of existing windows, doors, ceilings, floors, attic, roof

- 10.1.3.4. Window and exterior door replacements
- 10.1.3.5. Mechanical insulation

10.2. **Energy Efficiency Measures:** Electric to electric upgrades that reduce the amount of energy required to achieve the same level of performance or comfort.

10.2.1. **Eligible Building Types:** Commercial Buildings (Track 1), Local Governments (Track 2), LEAs (Track 3)

10.2.2. **Heating, Ventilation, Air Conditioning (HVAC):**

- 10.2.2.1. Air-source, water-source, or ground-source heat pumps
- 10.2.2.2. Heat pump water heaters
- 10.2.2.3. Heat pump dryers
- 10.2.2.4. High-efficiency electric motors and variable frequency drives (VFDs)
- 10.2.2.5. Variable refrigerant flow (VRF) systems
- 10.2.2.6. Chillers

10.2.3. **Appliances & Refrigeration Equipment:**

- 10.2.3.1. [ENERGY STAR](#)-certified commercial kitchen equipment
- 10.2.3.2. [ENERGY STAR](#)-certified commercial appliances and refrigeration equipment

10.2.4. **Indoor & Outdoor Lighting:** Local Governments & LEAs Only

- 10.2.4.1. Street and outdoor lighting upgrades
- 10.2.4.2. LED lighting

10.2.5. **In Tandem with Above Energy Efficiency Measures:**

- 10.2.5.1. Electric panel and wiring upgrades (electrical capacity)
- 10.2.5.2. Building controls and/or building automation systems
- 10.2.5.3. Insulation and/or air sealing of existing windows, doors, ceilings, floors, attic, roof
- 10.2.5.4. Window and exterior door replacements

10.2.5.5. Mechanical insulation

- 10.3. **Renewable Measures (Solar):** Projects for solar-related upgrades. Projects may take place at existing or new construction buildings.

- 10.3.1. **Eligible Building Types:** Non-Profits³, Local Governments (Track 2), LEAs (Track 3)

- 10.3.2. The purchase and installation of rooftop solar systems on existing buildings and infrastructure

- 10.3.2.1. In tandem with the installation of a rooftop solar system, roof upgrades can be included in the scope of work

- 10.3.3. The purchase and installation of ground mounted solar

- 10.3.4. The purchase and installation of solar canopies over existing parking lots, parking garages, or other permanent impervious areas that are owned by the applicant

- 10.3.5. **In Tandem With Above Solar Measures:**

- 10.3.5.1. Electric panel and wiring upgrades (electrical capacity)
- 10.3.5.2. Building controls and/or building automation systems
- 10.3.5.3. Insulation and/or air sealing of existing windows, doors, ceilings, floors, attic, roof
- 10.3.5.4. Window and exterior door replacements
- 10.3.5.5. Mechanical insulation

- 10.4. **Pre-Implementation Costs In Tandem With Electrification, Energy Efficiency, and Renewable Measures:** Eligible pre-implementation costs must be reasonable, necessary, and allocable to the performance of grant-supported activities. Grant funding for eligible pre-implementation activities is limited to a maximum of 15% of total project costs.

³ Includes community colleges established pursuant to the Education Article of the Maryland Code.

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- 10.4.1.1. **Eligible Building Types:** Non-Profits⁴, Local Governments (Track 2), and LEAs (Track 3)
 - 10.4.1.2. **Eligible Activities:** Financial analysis, pre-construction technical planning, energy modeling, energy use analysis, load profiling, energy forecasting, supply planning, benchmarking, efficiency use identification, resilience considerations, policy and regulatory alignment, and salaries and wages of administrative staff
- 10.5. **Mechanical Insulation:** Projects only for the installation of mechanical insulation upgrades.
- 10.5.1. **Eligible Building Types:** Commercial Buildings (Track 1), Local Governments (Track 2), LEAs (Track 3)
 - 10.5.2. Scopes of work including only the installation of mechanical insulation to the exclusion of all other hardware that would be installed concurrently
 - 10.5.3. Each grant awarded under Mechanical Insulation (Track 4) will accrue to a single building or process
 - 10.5.4. An eligible project encompasses the design (site-specific specification), acquisition, installation, and commissioning of mechanical insulation applied to a thermal (heating and/or cooling) system, which may include:
 - 10.5.4.1. Boilers, chillers, engines, furnaces, or similar technology
 - 10.5.4.2. Point-of-use thermal exchangers that transfer resources as needed to achieve space conditioning or material processing
 - 10.5.4.3. Networks of pipes, ducts, or other means for distributing thermal resources to various points of use

⁴ Includes community colleges established pursuant to the Education Article of the Maryland Code.

10.6. **Community Resilience:** Projects for microgrids and resilience hubs. Projects may take place at existing or new construction buildings.

10.6.1. **Eligible Building Types:** Non-Profits⁵, Local Governments (Track 2), and LEAs (Track 3)

10.6.2. **Eligible Project Types: Microgrids**

10.6.2.1. **Microgrid Definition:** A distributed energy resource (DER) system designed to support projects intended to provide community-scale back up generation resilience for community buildings or critical facilities. Microgrid projects may include solar or other tier 1 renewable energy generation systems that are integrated with battery storage and a distributed energy resource management system (DERMS).

10.6.2.2. **Microgrid Buildings:** A microgrid project may support one or more buildings with interconnected loads and generation assets.

10.6.2.3. **Eligible Funding:** Funding provided through this measure is specifically designated for eligible costs related to the purchase and installation of system equipment, commissioning, and interconnection of microgrids for community or public buildings and critical facilities. Equipment must have the technical capabilities to participate in a utility Virtual Power Plant (VPP) program.

10.6.2.4. **Net Energy Metering & Utility Virtual Power Plant Programs:** If a Project intends to participate in Net Energy Metering (NEM) or a utility Virtual Power Plant (VPP) program, the applicant shall demonstrate through the system sizing analysis that sufficient excess capacity exists to enable participation in the applicable utility program while maintaining the project's ability to serve the critical load for

⁵ Includes community colleges established pursuant to the Education Article of the Maryland Code.

the required resilience duration.

10.6.3. **Eligible Project Types: Resilience Hubs:**

10.6.3.1. **Resilience Hub Definition:** A Resilience Hub is a trusted community site, such as but not limited to, a community center, school, library, or house of worship, where residents can receive emergency backup power for heating and cooling, cellphone charging, medical devices, and shelter during grid outages or extreme weather events.

10.6.3.2. **Eligible Funding:** Funding provided through this measure is specifically designated for eligible costs related to the purchase and installation of system equipment, commissioning, and interconnection for microgrids at community buildings to serve as a 'Resilience Hub' in the event of a prolonged power outage.

11. **Ineligible Applicants & Activities:**

11.1. Ineligible applicants and ineligible activities under this FOA may be eligible for other incentive programs instead. To learn more:

11.1.1. A copy of the General Notice of Intent for Fiscal Year 27 (FY27) Maryland Energy Administration Energy Programs⁶ is available on MEA's website [here](#).⁷

11.1.2. A library of Maryland incentive programs for buildings is also available on the Maryland Clean Buildings Hub webpages here:

11.1.2.1. [Clean Buildings Hub homepage](#)

11.1.2.2. [Clean Buildings Hub financial resources](#)

⁶ Please note the General Notice of Programs is provided for planning purposes only. Each individual Program Funding Opportunity Announcement (FOA) will include specific program requirements. Program names and details may change based on the final program design and stakeholder feedback.

⁷ <https://energy.maryland.gov/SiteAssets/Pages/all-incentives/ACCESSIBLE%20FY27%20General%20Notice%20of%20Upcoming%20Programs.pdf>

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- 11.2. Ineligible applicants & activities under this FOA include, but are not limited to:
- 11.2.1. Multi-Family Affordable Housing: [Funded through Maryland Department of Housing and Community Development's Multifamily Energy Efficiency and Housing Affordability Program](#)
 - 11.2.2. New Construction Projects: The design and construction of new, ground-up buildings or significant additions for energy efficiency projects.
 - 11.2.2.1. Exception: LEAs are eligible to pursue new construction energy efficiency projects.
 - 11.2.2.2. Exception: Non-profits, local governments, and LEAs are eligible to apply for solar installation and Track 5 - Community Resilience projects at new construction buildings.
 - 11.2.3. Maryland Institutions of Higher Education accredited by the Middle States Association of Colleges and Schools, Commission on Higher Education are eligible to apply with the following notable exceptions:
 - 11.2.3.1. Public senior higher education institutions – as defined in §10–101(m) of the Education Article, Annotated Code of Maryland⁸ – are ineligible to apply;
 - 11.2.3.2. Any institution of higher education for which funds were appropriated from the Strategic Energy Investment Fund (SEIF) in the FY27 budget.
 - 11.2.3.3. Administrative costs cannot be included in total project costs and should not be included in cost calculations

⁸ <https://mgaleg.maryland.gov/mgaweb/Laws/StatuteText?article=ged§ion=10-101&enactments=false>

- 11.2.4. ⁹Solar photovoltaic (PV) arrays registered with the Maryland Community Solar Program, administered by the Maryland Public Service Commission (PSC)

11.3. Ineligible Measures:

- 11.3.1.1. Feasibility studies for energy efficiency, electrification, renewable measures and community resilience upgrades
- 11.3.1.2. Industrial operating and/or specialized equipment
- 11.3.1.3. Acquisition of street or outdoor lights from utilities

11.4. Community Resilience (Track 5) Ineligible Costs:

- 11.4.1.1. Preconstruction planning, soft costs (installation labor, permitting and inspection, interconnection, site assessments/studies, financing fees), and non-capital expenditures

- 11.5. MEA programs will not award grants to projects that violate or conflict with the Fossil Fuels Policy. For more information, please review the [Fossil Fuel Policy](#) provided as FOA Attachment B.

12. **Minimum Eligibility Requirements: Commercial Buildings (Track 1), Local Governments (Track 2), LEAs (Track 3)**

- 12.1.1. To be considered a complete application and to be evaluated as set forth in Section 19 “Competitive Evaluation Criteria: Commercial Buildings (Track 1), Local Governments (Track 2), LEAs (Track 3), Mechanical Insulation (Track 4)”, the requirements in Section 12.2 through 12.13 must be met.
- 12.1.2. Additionally, all required documents outlined in Section 19 “Required Application Documents: Commercial Buildings (Track 1), Local Governments (Track 2), LEAs (Track 3)” must be provided.

⁹ <https://psc.maryland.gov/regulated-utilities/electricity/renewable-energy/community-solar-program/>

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- 12.2. **Ability to Comply with General Provisions:** The [General Provisions](#) are provided as FOA Attachment A.
- 12.3. **Ability to Comply with Fossil Fuel Policy, if applicable:** The Fossil Fuel Policy is provided as FOA Attachment B.
- 12.4. The applicant must have an established Employer Identification Number (“EIN”, sometimes referred to as a “taxpayer identification number,” or “TIN”) when the application is submitted.
- 12.5. **Compliance with Relevant Certifications, Licenses, and Requirements:** The Grantee shall be responsible for compliance with the following:
- 12.5.1. **Authority to Operate in Maryland:** All work performed on behalf of the Grantee pursuant to a Grant Agreement shall be carried out by the Grantee’s staff and contractors holding all necessary Maryland certifications and licenses. Any business or non-profit organization operating in Maryland with which the Grantee contracts or partners to carry out the purposes of the Grant shall be registered and in good standing with the [Maryland State Department of Assessments and Taxation](#)¹⁰, if applicable.
- 12.5.2. All work performed pursuant to a Grant shall comply with all applicable local, State, and federal building codes and other applicable laws and regulations.
- 12.6. **Non-profit Applicants Only:** Ability to provide a letter from the Internal Revenue Service attesting to the tax-exempt status of the organization. If a letter from the Internal Revenue Service attesting to tax exempt status is not available, an applicant may provide alternative documentation for MEA to review on a case-by-case basis.
- 12.7. **Prior Expenses Restrictions:** MEA will not reimburse a grantee for costs incurred prior to the Effective Date of the Grant Agreement unless MEA agrees otherwise in writing.
- 12.8. **Duplicate Funding Restrictions:** An applicant cannot receive more than one MEA incentive for the same project scope at the same location.

¹⁰ dat.maryland.gov/pages/default.aspx

- 12.9. **Ability to Enter into a Grant Agreement:** Each applicant awarded a grant under the Program must enter into a formal Grant Agreement with MEA, before requesting payment of any grant funds.
- 12.10. **Grant Implementation Period:** Any existing building project funded under the Program must complete the project, including all milestones and required reporting documents, within approximately 36-48 months of an executed grant agreement.
- 12.10.1. **LEAs Only: New Construction** - New construction building projects funded under the Program must complete the project including all milestones and required reporting documents, within approximately 72 months of an executed grant agreement.
- 12.11. If MEA determines that any activity undertaken violates or conflicts with the Grant Agreement, MEA may rescind the Grant or take any other appropriate action, as determined by MEA.
- 12.12. **Applicants Requesting Grants Greater Than \$1,000,000 Only:** The applicant must be able to provide, if asked, the most recent two years' audited, reviewed or compiled financial statements.
- 12.13. **Utility Bills for Past Twelve Months:** The applicant must be able to provide monthly utility bills from the past year, which should align with the data provided in the Project Energy Impact & Grant Calculator.
13. **Minimum Eligibility Requirements: Mechanical Insulation (Track 4)**
- 13.1.1. To be considered a complete application and to be evaluated as set forth in Section 19 "Competitive Evaluation Criteria: Commercial Buildings (Track 1), Local Governments (Track 2), LEAs (Track 3), Mechanical Insulation (Track 4)", the requirements in Section 13.2 through 13.7 must be met.
- 13.1.2. Additionally, all required documents outlined in Section 16 "Required Application Documents: Mechanical Insulation (Track 4)" must be provided.

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- 13.2. **See Sections 12.2 - 12.9:** Please review Sections 12.2 - 12.9 for standard minimum eligibility requirements.
- 13.3. **Grant Implementation Period:** Any project funded under the Program must complete the project, including all milestones and required reporting documents, within approximately 24 months of an executed grant agreement.
- 13.4. If MEA determines that any activity undertaken violates or conflicts with the Grant Agreement, MEA may rescind the Grant or take any other appropriate action, as determined by MEA.
- 13.5. **Administrative:** The applicant must adhere to the appropriate Administrative requirements as outlined in Section 16 “Required Application Documents: Mechanical Insulation (Track 4).”
- 13.6. **Utility Bills for Past Twelve Months:** The applicant must be able to provide monthly utility bills from the past year, which should align with the data provided in the Project Energy Impact & Grant Calculator.
- 13.7. **Manufacturer Spec Sheets:** The application must include manufacturer spec sheets or cut sheets for the mechanical insulation intended to be installed at the project site per the scope of work.
14. **Minimum Eligibility Requirements: Community Resilience (Track 5)**
- 14.1.1. To be considered a complete application and to be evaluated as set forth in Section 20 “Competitive Evaluation Criteria: Community Resilience (Track 5).”, the requirements in section 14.2 through 14.14 must be met.
- 14.1.2. Additionally, all required documents outlined in Section 17 “Required Application Documents: Community Resilience (Track 5)” must be provided.
- 14.2. **See Sections 12.2 - 12.9:** Please review Sections 12.2 - 12.9 for standard minimum eligibility requirements.
- 14.3. **Grant Implementation Period:** Any project funded under the Program must complete the project, including all milestones and required reporting
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documents, within approximately 48 months of an executed grant agreement.

- 14.4. If MEA determines that any activity undertaken violates or conflicts with the Grant Agreement, MEA may rescind the Grant or take any other appropriate action, as determined by MEA.
- 14.5. **Property Ownership:** The project must be on property either owned, leased, or otherwise legally controlled by the applicant. Applicants must provide documentation of ownership as described in Section 17 “Required Application Documents.”
- 14.6. **Applicants that rent, lease, or otherwise legally control, but do not own, their facilities:** must include a letter of intent signed by the property owner, unless this is already included in the signed rent/lease agreement, stating that: (a) the property owner permits the applicant to install the proposed upgrades; and (b) the property owner ensures that these upgrades to the subject property remain in place and operational for the balance of the equipment’s economic life, regardless of lessee turnover.
- 14.7. **Applicant requesting a grant greater than \$1,000,000 only:** The applicant must be able to provide, if asked, the most recent two years’ audited, reviewed or compiled financial statements.
- 14.8. **Project Location:** The project site(s) where the proposed project will be located, as well as the location(s) that will benefit from the project, must be located within the State of Maryland.
- 14.9. **Resilience Hubs Only - Labor Requirements:** If awarded a grant, prior to invoicing, the applicant must acquire a written attestation that all installation contractors and subcontractors working on the project: (a) pay at least 150% of the State minimum wage; (b) afford employees the right to bargain collectively for wages and benefits; (c) provide paid leave; (d) are considered “covered employment” for purposes of unemployment insurance benefits in accordance with Title 8 of the Labor and Employment Article; (e) entitle the employees to workers’ compensation benefits in accordance with Title 9 of the Labor and Employment Article; (f) have been in compliance with federal and State wage and hour laws for the longer of the immediately preceding 3 years or for the duration of the contractor’s or subcontractor’s business operation; and (g) offer employer–provided health insurance benefits with monthly premiums that

do not exceed 8.5% of the employee's net monthly earnings

- 14.10. **Resilience Hubs Only - Critical Loads:** Applications must be able to demonstrate a 50% probability of being able to sustain critical loads for a 72-hour period, being operational for a minimum of a 14-hour period per day.
- 14.11. **Community Engagement:** All Projects must include the formation of a Project Planning Committee composed of community, governmental representative, and other relevant stakeholders key to the project's success. Strong committee engagement is critical, and insufficient documentation may result in disqualification of funding.
- 14.11.1. Applicants should include letters of support from stakeholder groups represented by the Project Planning Committee.
- 14.12. **Microgrids Only - Technology:** Funding is restricted to projects deploying solar generation co-located with a battery energy storage system (BESS) and DERMS. Systems that do not include generation, storage, and DERMS are ineligible under the measure.
- 14.13. **Resilience Hubs Only - Public Accessibility:** The Resilience Hub must remain open to members of the surrounding community during power outages, without discrimination or restriction for a minimum of five years as described in Maryland Code Annotated, State Gov't Art. 9-2014(f)(2).
- 14.14. **Statutory Definition:** Facilities must comply with all statutory requirements to qualify as a Resilience Hub as defined in State Gov't Art. 9-2014 (2022). This means ensuring access to:
- 14.14.1. Emergency heating and cooling
 - 14.14.2. Refrigeration for temperature-sensitive medications
 - 14.14.3. Outlets or alternative power sources for charging cell phones and computers
 - 14.14.4. Ventilation and emergency lighting
15. **Required Application Documents: Commercial Buildings (Track 1), Local Governments (Track 2), LEAs (Track 3)**
To be considered complete, an application must include the following documents. Failure to submit any of the required documents may result in the application being considered incomplete. MEA will not consider applications it deems

incomplete. Each application to the Program must include the following:

- 15.1. **Application:** The applicant must provide a complete and accurate application in the [My MEA Portal](#) that is signed by an officer with sufficient authority, and a staff person must be identified for ongoing project oversight.
- 15.2. **Self-Verification of Minimum Eligibility:**
 - 15.2.1. The applicant's authorized representative must sign an attestation of the following, and provided as Attachment C of this FOA:
 - 15.2.1.1. I have reviewed the General Provisions.
 - 15.2.1.2. I have reviewed the Fossil Fuel Policy.
 - 15.2.1.3. I have reviewed all requirements of this program, as specified in this Funding Opportunity Announcement.
 - 15.2.1.4. To the best of my knowledge, all information provided in this application is complete, accurate, and true, and all work performed pursuant to a Grant will comply with the terms and conditions of the Program, the General Provisions, the Fossil Fuel Policy, and all applicable local, state, and federal laws, regulations, and building codes.
 - 15.2.1.5. All information provided in the future in connection with this application will be complete, accurate, true and compliant with the terms and conditions of the Program. Information will be corrected and updated as necessary. This obligation is binding on all representatives of the applicant.
 - 15.2.2. MEA may request documentation confirming the authorized representative.
- 15.3. **IRS Form W9:**
 - 15.3.1. **If the Funding Recipient Is a Federal Income Tax Paying Entity:** The applicant must provide a complete, accurate, and signed IRS Form W-9 for the entity that will execute the grant. The IRS Form W-9 organization name, dba name if applicable, address, and

employer identification number (“EIN”, sometimes referred to as a “Taxpayer Identification Number,” or “TIN”) will be used to execute a grant agreement, if the project is selected for a grant. The applicant’s name and address provided on the IRS Form W-9 and on the application must match, and the address must be the billing address (rather than the project installation address or mailing address, if different)

- 15.3.2. **If the Funding Recipient is a Disregarded Entity for U.S. Income Tax Purposes:** The applicant must submit a separate complete and accurate IRS Form W-9 for the disregarded entity and for its federal income tax-paying parent.

15.3.2.1. MEA may request additional documentation for the disregarded entity.

- 15.3.3. A blank copy of the most recent IRS Form W-9 and IRS Instructions can be found on the [IRS Form W-9 webpage](#)¹¹. As the MEA is unable to give tax advice, any tax-related questions should be directed toward a qualified tax professional

- 15.4. **Certificate of Good Standing:** The applicant must provide documentation demonstrating that any business or non-profit organization identified at the time of the application operating in Maryland with which the applicant will contract or partner to carry out the purposes of the Grant is registered and in good standing with the [Maryland State Department of Assessments and Taxation](#)¹², if applicable. Instructions on how to obtain a Certificate of Good Standing are available on [SDAT's website](#).

- 15.5. **Non-profit Applicants Only:** Applicants must provide a letter from the Internal Revenue Service attesting to the tax exempt status of the organization. If a letter from the Internal Revenue Service attesting to tax exempt status is not available, an applicant may provide alternative documentation for MEA to review on a case-by-case basis.

- 15.6. **Applicants that rent, lease, or otherwise legally control, but do not own, their facilities:** must include a letter of intent signed by the property owner, unless this is already included in the signed rent/lease agreement,

¹¹ irs.gov/forms-pubs/about-form-w-9

¹² dat.maryland.gov/pages/default.aspx

stating that: (a) the property owner permits the applicant to install the proposed upgrades; and (b) the property owner ensures that these upgrades to the subject property remain in place and operational for the balance of the equipment's economic life, regardless of lessee turnover.

- 15.7. **Applicant Requesting a Grant Greater Than \$1,000,000 Only:** The applicant may be asked to provide the most recent two years audited, reviewed or compiled financial statements. An electronic link to audited financials, such as a copy of a single line audit, may be provided in lieu of a hard copy.
- 15.8. **Project Narrative:** Provide a comprehensive breakdown of the proposed project, including the existing equipment or systems (if applicable) that will be removed, replaced, or decommissioned, and describe the new technology, equipment, or systems to be installed. Provide manufacturer names and model numbers, if applicable.
- 15.8.1. Applicant's narrative should deliver a detailed description of the building components or systems to be improved by the proposed project and makes a strong, detailed, and well-supported case for the quantifiable and qualitative benefits that the project provides to the building.
- 15.8.2. The application will clearly list the anticipated equipment or upgrades to be installed at the project site.
- 15.8.3. The application must explicitly detail why it is a good investment of State funding and articulate the outcomes the State can expect for its investment.
- 15.9. **Project Energy Impact & Grant Calculator:** The application includes the Project Energy Impact and Grant Calculator demonstrating the amount of energy the project is expected to save and fossil fuel displaced annually as well as any potential increases in electricity use as a result of electrification (provided as kilowatt-hours for electricity, therms for natural gas, gallons for heating oil, and British Thermal Units for coal). The calculator will also determine the grant amount (based on MTCO_{2e}) for which each project qualifies.
- 15.9.1. **New Construction Projects (LEAs Only):** LEAs submitting an application for new construction projects should calculate the

project energy impact using the estimated savings for only the proposed measures included in the application. Applicants may calculate the energy impact using the existing school or a school of similar size as a baseline for comparison.

- 15.10. **Budget Breakdown:** The applicant must include a budget breakdown using the Project Energy Impact & Grant Calculator that breaks down the intended use of grant funds and other leveraged funds per proposed measure and/or activity. The budget breakdown must include any additional incentives or funding sources (i.e., EmPOWER Maryland utility incentives) to be used for the proposed project.
- 15.10.1. Applicants must clearly list whether they're planning to include Pre-Implementation costs into their proposed budget.
- 15.10.2. Applicants must also state the percentage of the total grant amount they plan to dedicate towards Pre-Implementation costs, up to a maximum of 15%.
- 15.10.3. Eligible applicants for Pre-Implementation costs are limited to non-profits, LEAs, and local governments.
- 15.11. **Implementation Timeline:** The applicant must include an implementation timeline using the Project Energy Impact & Grant Calculator that aligns with the grant period, including all project milestones.
- 15.12. **Projected Energy Savings Justification:** The application must include supporting documentation that demonstrates the basis for the energy calculations used to estimate projected energy savings.
- 15.12.1. Documentation should clearly identify the calculation methodology, assumptions, input values, data sources, or any supporting analysis or reports necessary to substantiate the data entered into the Project Energy Impact and Grant Calculator.
- 15.12.2. Submitted documentation must be sufficient for reviewers to verify that the projected energy savings are reasonable, accurate, and technically justified.
- 15.13. **Utility Bills for Past Twelve Months:** The applicant must be able to provide monthly utility bills from the past twelve months, which should

align with the data provided in the Project Energy Impact & Grant Calculator.

- 15.14. **Manufacturer Spec Sheets:** The application must include manufacturer spec sheets or cut sheets for equipment intended to be installed at the project site per the scope of work.

15.14.1. Spec sheets or cut sheets are not needed for electric panel or wiring upgrades, building envelope insulation or air sealing upgrades, or solar measures.

- 15.15. **Solar Technical Feasibility (If Applicable):** The application must be able to provide technical reports including site evaluations, solar PV potential assessments, and preliminary engineering studies.

15.15.1. **System Design:** Detailed system diagram, site map, electrical schematic (a one-line diagram is acceptable), and construction schedule

15.15.2. **Energy Production:** Output(s) from a reputable Solar Energy Calculator, such as PVWatts, showing expected energy production

16. **Required Application Documents: Mechanical Insulation (Track 4)**
To be considered complete, an application must include the following documents. Failure to submit any of the required documents may result in the application being considered incomplete. MEA will not consider applications it deems incomplete. Each application to the Program must include the following:

16.1. **Application:** The applicant must provide a complete and accurate application in the [My MEA Portal](#) that is signed by an officer with sufficient authority, and a staff person must be identified for ongoing project oversight.

16.2. **Self-Verification of Minimum Eligibility:**

16.2.1.1. The applicant's authorized representative must sign an attestation of the following, and provided as Attachment C of this FOA:

16.2.1.1.1. I have reviewed the General Provisions.

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- 16.2.1.1.2. I have reviewed the Fossil Fuel Policy.
 - 16.2.1.1.3. I have reviewed all requirements of this program, as specified in this Funding Opportunity Announcement.
 - 16.2.1.1.4. To the best of my knowledge, all information provided in this application is complete, accurate, and true, and all work performed pursuant to a Grant shall comply with the terms and conditions of the Program, the General Provisions, the Fossil Fuel Policy, and all applicable local, state, and federal laws, regulations, and building codes.
 - 16.2.1.1.5. All information provided in the future in connection with this application will be complete, accurate, true and compliant with the terms and conditions of the Program. Information will be corrected and updated as necessary. This obligation is binding on all representatives of the applicant.
- 16.2.2. MEA may request documentation confirming the authorized representative.
- 16.3. **IRS Form W9:**
- 16.3.1. **If the Funding Recipient Is a Federal Income Tax Paying Entity:** The applicant must provide a complete, accurate, and signed IRS Form W-9 for the entity that will execute the grant. The IRS Form W-9 organization name, dba name if applicable, address, and employer identification number ("EIN", sometimes referred to as a "Taxpayer Identification Number," or "TIN") will be used to execute a grant agreement, if the project is selected for a grant. The applicant's name and address provided on the IRS Form W-9 and on the application must match, and the address must be the billing address (rather than the project installation address or mailing address, if different)
 - 16.3.2. **If the Funding Recipient is a Disregarded Entity for U.S. Income Tax Purposes:** The applicant must submit a separate complete and accurate IRS Form W-9 for the disregarded entity and for its federal income tax-paying parent.
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- 16.3.2.1. MEA may request additional documentation for the disregarded entity.
- 16.3.3. A blank copy of the most recent IRS Form W-9 and IRS Instructions can be found on the [IRS Form W-9 webpage](#)¹³. As the MEA is unable to give tax advice, any tax-related questions should be directed toward a qualified tax professional
- 16.4. **Certificate of Good Standing:** The applicant must provide documentation demonstrating that any business or non-profit organization identified at the time of the application operating in Maryland with which the applicant will contract or partner to carry out the purposes of the Grant is registered and in good standing with the [Maryland State Department of Assessments and Taxation](#)¹⁴, if applicable. Instructions on how to obtain a Certificate of Good Standing are available on [SDAT's website](#).
- 16.5. **Non-profit Applicants Only:** Applicants must provide a letter from the Internal Revenue Service attesting to the tax exempt status of the organization. If a letter from the Internal Revenue Service attesting to tax exempt status is not available, an applicant may provide alternative documentation for MEA to review on a case-by-case basis.
- 16.6. **Applicants that rent, lease, or otherwise legally control, but do not own, their facilities:** must include a letter of intent signed by the property owner, unless this is already included in the signed rent/lease agreement, stating that: (a) the property owner permits the applicant to install the proposed upgrades; and (b) the property owner ensures that these upgrades to the subject property remain in place and operational for the balance of the equipment's economic life, regardless of lessee turnover.
- 16.7. **Project Narrative:** Include information that clearly describes the name and address of the facility receiving the proposed Project's scope of work, provide gross square footage of the building, and a brief description of the thermal system to which the insulation is being applied, distribution networks, and thermal exchangers.
- 16.7.1. **Project Description:** A description of mechanical insulation components proposed for installation, itemized by type of material,

¹³ irs.gov/forms-pubs/about-form-w-9

¹⁴ dat.maryland.gov/pages/default.aspx

R-value rating, configuration, and quantity to be installed

- 16.7.2. **Annual Volume of Energy Consumed:** An indication of the annual volume of energy consumed by the thermal system at present compared to estimated post-installation consumption, along with annual savings of energy and energy expenses
- 16.8. **Project Energy Impact & Grant Calculator:** The application includes the required Project Energy Impact and Grant Calculator demonstrating the amount of energy the project is expected to save and fossil fuel displaced annually as well as any potential increases in electricity use as a result of electrification (provided as kilowatt-hours for electricity, therms for natural gas, and gallons for heating oil). The calculator will also determine the grant amount (based on MTCO₂e) for which each project qualifies.
- 16.9. **Budget Breakdown:** The applicant must include a budget breakdown using the Project Energy Impact & Grant Calculator that outlines the intended use of grant funds and other leveraged funds per proposed measure and/or activity. The budget breakdown must include any additional incentives or funding sources (i.e., EmPOWER Maryland utility incentives) to be used for the proposed project.
- 16.10. **Implementation Timeline:** The applicant must include an implementation timeline using the Project Energy Impact & Grant Calculator that aligns with the grant period, including all project milestones.
- 16.11. **Total-Project Energy Performance Improvement:** Document the calculations used to determine the annual energy consumption of the subject thermal system in its entirety both before and after the insulation improvement.
- 16.11.1. Describe the performance of the proposed project's insulation materials according to the current ASHRAE minimum performance standard for each distinct type of insulation material to be installed.
- 16.11.2. Summarize the type, cost, and volume of all fuel and electricity consumed annually either by (1) the subject thermal system, or (2) the entire facility, as depicted on gas/electric utility bills or invoices for fossil fuels delivered.
- 16.11.3. For the purpose of quantifying energy performance, applicants are

strongly encouraged to use the [3E Plus®](#) online calculator.

- 16.12. **Utility Bills from Past Twelve Months:** Attach to the grant application a recent 12-month billing history for all fossil fuel and electricity accounts relevant to the thermal system. Volumes of energy specific to the thermal system are preferred, but if this is not practical, whole-facility utility bills are acceptable.
- 16.13. **Manufacturer Spec Sheets:** The application must include manufacturer spec sheets or cut sheets for the mechanical insulation intended to be installed at the project site per the scope of work.
17. **Required Application Documents: Community Resilience (Track 5)**
To be considered complete, an application must include the following documents. Failure to submit any of the required documents may result in the application being considered incomplete. MEA will not consider applications it deems incomplete. Each application to the Program must include the following:
- 17.1. **Application:** The applicant must provide a complete and accurate application in the [My MEA Portal](#) that is signed by an officer with sufficient authority, and a staff person must be identified for ongoing project oversight.
- 17.2. **Self-Verification of Minimum Eligibility:**
- 17.2.1.1. The applicant's authorized representative must sign an attestation of the following, and provided as Attachment C of this FOA:
- 17.2.1.1.1. I have reviewed the General Provisions.
- 17.2.1.1.2. I have reviewed the Fossil Fuel Policy.
- 17.2.1.1.3. I have reviewed all requirements of this program, as specified in this Funding Opportunity Announcement.
- 17.2.1.1.4. To the best of my knowledge, all information provided in this application is complete, accurate, and true, and all work performed pursuant to a Grant shall comply with the terms and conditions of the Program, the General Provisions, the Fossil Fuel Policy, and all

applicable local, state, and federal laws, regulations, and building codes.

- 17.2.1.1.5. All information provided in the future in connection with this application will be complete, accurate, true and compliant with the terms and conditions of the Program. Information will be corrected and updated as necessary. This obligation is binding on all representatives of the applicant.

- 17.2.2. MEA may request documentation confirming the authorized representative.

17.3. IRS Form W9:

17.3.1. If the Funding Recipient Is a Federal Income Tax Paying Entity:

The applicant must provide a complete, accurate, and signed IRS Form W-9 for the entity that will execute the grant. The IRS Form W-9 organization name, dba name if applicable, address, and employer identification number ("EIN", sometimes referred to as a "Taxpayer Identification Number," or "TIN") will be used to execute a grant agreement, if the project is selected for a grant. The applicant's name and address provided on the IRS Form W-9 and on the application must match, and the address must be the billing address (rather than the project installation address or mailing address, if different)

17.3.2. If the Funding Recipient is a Disregarded Entity for U.S.

Income Tax Purposes: The applicant must submit a separate complete and accurate IRS Form W-9 for the disregarded entity and for its federal income tax-paying parent.

- 17.3.2.1. MEA may request additional documentation for the disregarded entity.

- 17.3.3. A blank copy of the most recent IRS Form W-9 and IRS Instructions can be found on the [IRS Form W-9 webpage](https://www.irs.gov/forms-pubs/about-form-w-9)¹⁵. As the MEA is unable to give tax advice, any tax-related questions should be directed toward a qualified tax professional

¹⁵ [irs.gov/forms-pubs/about-form-w-9](https://www.irs.gov/forms-pubs/about-form-w-9)

- 17.4. **Certificate of Good Standing:** The applicant must provide documentation demonstrating that any business or non-profit organization identified at the time of the application operating in Maryland with which the applicant will contract or partner to carry out the purposes of the Grant is registered and in good standing with the [Maryland State Department of Assessments and Taxation](#)¹⁶, if applicable. Instructions on how to obtain a Certificate of Good Standing are available on [SDAT's website](#).
- 17.5. **Property Ownership Verification:** The applicant must demonstrate property ownership, by providing a printout from an online database, deed, property tax bill, or other comparable documentation.
- 17.5.1. **Applicants that rent, lease, or otherwise legally control, but do not own, their facilities:** must include a letter of intent signed by the property owner, unless this is already included in the signed rent/lease agreement, stating that: (a) the property owner permits the applicant to install the proposed upgrades; and (b) the property owner ensures that these upgrades to the subject property remain in place and operational for the balance of the equipment's economic life, regardless of lessee turnover.
- 17.6. **Letters of Support:** The Project Planning Committee may consist of community representatives, local government officials, community based organizations, or environmental groups.
- 17.6.1. The Project Planning Committee must include at least: one (1) community representative and one (1) local government representative. A letter of support is required from each of these 2 required representatives.
- 17.6.2. Additional letters of support are encouraged and contribute towards the score under the evaluation criterion "stakeholder engagement and support."
- 17.7. **Applicant requesting a grant greater than \$1,000,000 only:** The applicant may be asked to provide the most recent two years audited, reviewed or compiled financial statements. An electronic link to audited financials, such as a copy of a single line audit, may be provided in lieu of

¹⁶ dat.maryland.gov/pages/default.aspx

a hard copy.

17.8. **Project Narrative:** See below for project narrative requirements.

- 17.8.1. **Description of the organization's relevant experience** and past successes in projects of similar scope and complexity. Suggestions of information include examples of completed projects, expertise of staff/organization including certifications or qualifications, and testimonials from previous project clients or partners that validate performance records.
- 17.8.2. **Identification of the project planning committee** including the (1) Identities of the members of the Committee, (2) Qualifications of the members of the Committee, (3) Roles and Responsibilities of the Committee.
- 17.8.3. **Identification of core technologies** selected for the project. For resilience hub applicants, only solar photovoltaic and battery storage configurations are eligible for funding.
- 17.8.4. **Value proposition** that provides both explanation and evidence of need, opportunity cost, community impact, and other measurable project impacts such as environmental and economic.
- 17.8.5. **Identification of the specific energy challenges** faced by those served by the Project, such as frequent power outages, extreme weather impacts, energy affordability, or access to clean and reliable energy, and how the project addresses these energy concerns.
- 17.8.6. **Project scope statement**, consisting of a (1) Project Goals (2) Project timeline and key milestones (3) Description of project scale, (4) Risk management plan, and (5) System design for critical load support.
- 17.8.7. **Greenhouse gas emission reduction and impact** with an estimate of the emissions impact of the renewable energy and storage project compared to using traditional fuel sources for backup power.
- 17.8.8. **Description of project partners**, and their roles and

responsibilities for the project, including third party organizations who will assist in the development and/or implementation of the project.

17.9. **Budget Workbook:** The applicant must provide a budget workbook that breaks down the intended use of grant funds and other leveraged funds.

17.9.1. A comprehensive and organized financial spreadsheet or document that captures the total anticipated costs for the development and implementation of the resilient energy project.

17.9.2. The total anticipated project costs refers to all sources of capital, including cash contributions, in-kind value, third-party financing, other grants or incentives, and external funding

17.9.3. The budget workbook should include itemization for direct and indirect costs, fixed and variable costs, and documentation with proof of cost share ability.

17.9.4. Applicants should submit budget estimates for the costs associated with microgrids and resilience hubs that include the following:

17.9.4.1. Final engineering and design costs

17.9.4.2. Equipment and materials costs

17.9.4.3. Labor and installation expenses

17.9.4.4. Permitting and inspection fees

17.9.4.5. Utility interconnection fees

17.9.4.6. Site preparation costs

17.9.4.7. Final commissioning costs

17.10. **Resilience Hubs Only - Self-Affidavits:** Applicants must submit self-affidavits affirming full compliance with the labor requirements as outlined in Maryland Code Annotated, State Gov't Art. § 9-2014. Additionally, applicants must attest that at least 50% of the individuals served by the Resilience hub reside within the designated census tract as specified by the program guidelines.

17.11. **Pre-Construction & Planning Deliverables:** Upload all required planning documents prepared to date, including:

17.11.1. **Preliminary Engineering & Project Design:** A technical

assessment including (1) Technical data for each system component, (2) Generation asset nameplate capacities, (3) Control and management system data and configurations; and (4) overall project design drawings. The design must also note any required ancillary equipment, facility upgrades and site specific installation considerations.

17.11.2. **Budget Breakdown:** A detailed budget overview including: (1) Specifications of all capital sources funding the project, (2) Cost escalation and performance, (3) Projected cash flows and revenues, (4) A summary of financial risks and sensitivities.

17.11.3. **Greenhouse Gas Impact Analysis:** A Qualitative and Quantitative Assessment of a project's expected effect of greenhouse gas emissions including (1) Calculations estimating emissions reductions as compared to a baseline scenario of traditional fossil fuel backup systems, documenting project specific energy profiles; and (2) Modeling their direct emissions impacts.

17.11.4. **Implementation Barriers Analysis:** A comprehensive assessment identifying and evaluating the economic, institutional, technical, regulatory, and social changes that could impede the successful development and deployment of the DER system.

17.12. **Implementation Timeline:** The applicant must provide an implementation timeline that aligns with the grant period, including all project milestones and required reporting.

18. **Competitive Evaluation Criteria: General**

18.1. The Evaluation Team will competitively evaluate each application meeting the Minimum Eligibility Requirements described in this FOA using the following criteria ("Competitive Evaluation Criteria"). MEA will base grant selections on the ranking of applications from highest score to lowest score, subject to Program funding availability.

18.1.1. To ensure an equitable distribution of funds across geographic regions, MEA may not select an application for a grant despite its ranking, and the application ranked next may be selected instead.

18.1.2. Each application is evaluated based on its merits with funding

awarded to projects that best align with the program's goals and priorities based on the evaluation criteria.

18.1.3. Proposed applications will be evaluated only in comparison to applications within the same sector (commercial buildings, LEAs, local government).

18.1.4. Prospective grantees may submit one application per building.

19. **Competitive Evaluation Criteria: Commercial Buildings (Track 1), Local Governments (Track 2), LEAs (Track 3), Mechanical Insulation (Track 4)**

Competitive Category	Requirement Description	Points
Project GHG Emissions Reduction	Each application will be evaluated based on its greenhouse gas emissions reduction based on data entered in the required Project Energy Impact & Grant Calculator to align with MEA's mission to promote clean, affordable and reliable energy to all Marylanders.	0-30
Project GHG Reduction Investment (Cost Effectiveness)	Each application will be evaluated based on the MEA dollar award per metric ton of carbon dioxide reduction equivalent (\$MEA/MTCO ₂ e reduction) as determined based on data entered in the required Project Energy Impact & Grant Calculator for cost effectiveness purposes.	0-15
Site Energy Use Intensity (EUI)	Applicants will be considered more competitive based on the building's projected energy use savings, as reflected in their projected Energy Use Intensity (EUI) compared to their current EUI. - Applicant's current and projected EUIs will be automatically calculated based on existing fields in the required Project Energy Impact & Grant Calculator. - The bigger the impact of the proposed scope of work on the EUI savings, the higher the application will be scored.	0-15
Justification of Funds	Provide justification for why MEA grant funding is needed to complete this project. Responses may include information on funding gaps, cost barriers, competing capital priorities, payback considerations, or other factors affecting project feasibility.	5
Community Impact	Explain how this project will facilitate positive outcomes for building occupants and the surrounding community. Responses may address anticipated benefits such as improved indoor environmental quality, occupant comfort, public health, resilience, energy affordability, workforce impacts, neighborhood revitalization, emissions reductions, or	5

	other community and quality of life improvements.	
BEPS-Covered Buildings Benchmarking	BEPS-covered buildings as defined by the Maryland Department of the Environment (MDE) and Montgomery County are asked to show proof of benchmarking using ENERGY STAR Portfolio Manager for the most recent calendar year to qualify for this competitive metric. Applications for buildings not covered by BEPS will automatically receive the full 10 points for this evaluation metric.	10
Non-Profit Buildings	Non-profit organizations will be prioritized for Commercial Buildings (Track 1) and Mechanical Insulation (Track 4) grant funding. To be eligible for this competitive metric, please provide: - A letter from the Internal Revenue Service attesting to the tax-exempt status of the organization. - If a letter from the Internal Revenue Service attesting to tax exempt status is not available, an applicant may provide alternative documentation for MEA to review on a case-by-case basis. - Local Governments (Track 2) and LEAs (Track 3) will automatically receive the full 10 points for this evaluation metric.	10
Equity Focus	Prioritization will be given to projects located in and benefitting overburdened communities, as defined in Maryland statute. Applicants can use the MDEnviroscreen Tool to identify overburdened census tracts. - If a K-12 public school serves one or more qualifying census tract(s) but is not physically situated in a qualifying census tract itself, applicants must provide documentation showing that at least 50% plus one of the students enrolled in the school come from qualifying census tracts. - If a potential applicant believes a school may serve a qualifying census tract but is not physically located itself in a qualifying census tract, please contact MEA PRIOR to applying to determine program eligibility.	10
LEAs Only - Education Integration	Assessment of plans for engaging students and the community in all phases of the project, including educational integration of sustainability concepts.	+5 Bonus
LEAs Only - Net-Zero Energy Operation Pursuit	Prioritization will be given to LEA projects that are projected to achieve net-zero energy operations upon project completion.	+5 Bonus

20. **Competitive Evaluation Criteria: Community Resilience (Track 5)**

Competitive Category	Requirement Description	Points
Application Completeness & Compliance with Minimum Eligibility Requirements	Verifies that all required forms, signatures, and legal documents are submitted correctly and meet program requirements. Applications must pass this evaluation to be considered for competitive evaluation.	Pass/Fail
Organizational & Project Team Experience	Evaluates the applicant's relevant experience, qualifications, and the roles and responsibilities of key project team members and partners.	15
Project Justification & Community Benefits	Evaluates how well the application explains the need for the project, the consequences of not proceeding, and the specific benefits the project will provide to the community. Note: Microgrid projects will receive more points if the project is a) also a community solar energy generating system, as defined in § 7–306.2 of the Public Utilities Article; and b) provides more than 30% of the system's kilowatt output to low-income and moderate-income subscribers. The list of eligible census tracts is available on MEA's website.	20
Project Scope and Resilience Design	Evaluates the size and complexity of the project, technical design details, and evaluates how well it addresses critical load support and resilience objectives.	20
Financial Planning & Budget Details	Examines the completeness and realism of the budget, including cost breakdowns, funding sources, and documented cost-sharing.	15
Planning Quality & Risk Mitigation	Evaluates the thoroughness of preconstruction planning documents such as engineering designs, financial models, greenhouse gas analysis, and barriers assessment.	15
Stakeholders Engagement & Support	Considers the presence and strength of support letters from project partners and key community, government, and utility stakeholders.	15

 21. **Review Process:**

21.1. MEA will evaluate each application package. The evaluation includes

review steps described below.

- 21.1.1. Program Staff Eligibility Review: The MEA Program Staff reviews the application for eligibility according to Section 12-14 “Minimum Eligibility Requirements” listed in this FOA. MEA Program Staff may request additional information. An application that does not meet the Minimum Eligibility Requirements will be rejected from grant consideration and the applicant will be notified.
- 21.1.2. Evaluation Team Member Individual Review: The Evaluation Team will be made up of MEA staff or other individuals. Each Evaluation Team member reviews and scores each application according to the Competitive Evaluation Criteria established in this FOA.

22. Full, Partial, and Augmented Grants:

- 22.1. A fully funded grant is a grant amount offered that is the amount calculated when the formula described in Section 9 “Grant Amount” is applied. The following stipulations apply to fully funded grants:
 - 22.1.1. The funding formula must be applied correctly; if the applicant applied it incorrectly, it will be adjusted.
 - 22.1.2. Funding will be awarded only for eligible measures; ineligible measures will not be funded.
- 22.2. A partially funded grant is a grant amount offered that is less than the amount calculated when the formula described in Section 9 “Grant Amount” is applied. Partial grants are possible under this Program. The following are possible reasons for giving partial grants:
 - 22.2.1. If the Program fund balance is insufficient to offer a fully funded grant, there may be one grant that is offered the remaining budget, until grant funds are exhausted.
 - 22.2.2. If funding amount and project outcomes can be scaled down at a proportional rate, one or more grants may be offered partial funding.
 - 22.2.3. There may be additional reasons, at MEA's discretion.
- 22.3. An augmented grant is a grant amount offered that is greater than the

amount calculated when the formula described in Section 9 “Grant Amount” is applied. Augmented grants are possible under this Program. The following are possible reasons for offering augmented grants:

22.3.1. If funding amount and project outcomes can be scaled up at a proportional rate, one or more grants may be offered augmented funding.

22.3.2. There may be additional reasons, at MEA's discretion.

23. **Payment and Reporting:**

The following requirements apply to each grantee:

23.1. **Electronic Payments:** Participation in MEA grant programs is voluntary. To ensure the secure transmission of grant funds, each grantee is required to receive electronic payments from the State of Maryland. Electronic payments are set up through the State of Maryland's Comptroller's Office. Each grantee must fill out and submit the [Electronic Funds Transfer/ACH for Vendors](#) form to the Comptroller's Office via the submission methods outlined in the X-10 form. ACH/Direct Deposit Authorization for Vendor Payment Form X-10 cannot be sent to MEA. Failure to submit ACH/Direct Deposit Authorization Form X-10 may result in payment being delayed. If an applicant is unable to receive ACH/Direct Deposit payments, MEA may make an exception to this requirement on a case-by-case basis.

23.2. **Reporting and Invoicing:** Each grantee must ensure timely and current compliance with the Program's reporting and invoicing requirements. The Program reporting requirements will be specified in the Grant Agreement.

23.3. **1099-G Form:** Grants issued by the State of Maryland may be taxable and may result in the issuance of a 1099-G form to the grant recipient (if the grant recipient is a federal tax paying entity) or the tax paying entity listed on the application (if different from the grant recipient). As the MEA is unable to give tax advice, any tax-related questions should be directed toward a qualified tax professional.

24. **Application Submission Instructions:**

24.1. To apply using My MEA:

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- 24.1.1. Navigate to the [My MEA Portal](#)¹⁷ and select “Login” on the top right of the page.
 - 24.1.2. For new users, create an account by clicking “Sign up” under “Create an account for your energy project”.
 - 24.1.3. Complete the questions using your organization’s information.
 - 24.1.4. You will need to verify your account via email.
 - 24.2. For Existing Users: Select the “Login” button and enter your existing username and password.
 - 24.3. On the [My MEA home page](#)¹⁸, click the FY27 Commercial & Community Buildings Program
 - 24.4. Review the information on the page and select “Apply’ when ready.
 - 24.4.1.1. Complete the application with the required information. An application can be saved for later.
 - 24.4.1.2. Upload all the required documents.
 - 24.4.2. Applicants can track application status in the portal and may receive update emails as necessary.
 - 24.5. To continue a Saved Application:
 - 24.5.1. Navigate to the [My MEA home page](#)¹⁹ and select “Login” on the top right of the page.
 - 24.5.2. Click the “My Applications” from the main page.
 - 24.5.3. Scroll down to “My Saved Applications” and click the linked application
 - 24.6. To submit using MY MEA missing information or documentation:

¹⁷ [Apply for a program at mea.maryland.gov](#)

¹⁸ [Apply for a program at mea.maryland.gov](#)

¹⁹ [Apply for a program at mea.maryland.gov](#)

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- 24.6.1. Navigate to the [My MEA home page](#)²⁰ and select 'Login' on the top right of the page.
 - 24.6.2. Click the "View More Details" button from the main page to access the FY27 Commercial & Community Buildings Program details page.
 - 24.6.3. Click the "Manage My Application" button.
 - 24.6.4. Under "Manage My Application," Click "Continue".
 - 24.6.5. To submit Missing Information, select 'Provide Missing Information to my Submitted Application'.
25. **Questions:**
Applicants can direct questions not answered by this FOA to MEA by sending an email to CommercialCommunity.MEA@maryland.gov.
26. **Attachments:**
- 26.1. [Attachment A: MEA General Provisions](#)
 - 26.2. [Attachment B: MEA's Fossil Fuel Policy](#)
 - 26.3. [Attachment C: Self-Verification of Minimum Eligibility](#)

²⁰ [Apply for a program at mea.maryland.gov](https://mea.maryland.gov)